

February 27, 1985

NATIONAL INSTRUCTION 390-308

SUBJECT: PDM - RESOURCE CONSERVATION AND DEVELOPMENT (RC&D) PROGRAM, RC&D MEASURE DATA BASE

<u>Purpose</u>. To transmit instructions for completing the enclosed worksheets preparatory to submitting data to the RC&D measure data base maintained by the National Headquarters.

Effective Date. This instruction is effective when received.

Background. A reporting system is being developed to replace forms SCS-PDM-002, Measure Completion Report; SCS-PDM-003, Summary of Measure Progress; and SCS-PDM-004, Annual Summary of Accomplishments and Highlights (formerly forms SCS-RC&D-2, SCS-RC&D-3, and SCS-RC&D-4). Data collected on the worksheets will be used for the RC&D program evaluation and to provide information for overall RC&D program and budget management.

States should duplicate sufficient copies of the enclosed worksheet for each authorized RC&D area.

For assistance or clarification, contact the RC&D staff, Basin and Area Planning Division, on FTS 447-7697 or 202-447-7697.

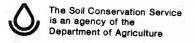
Forms Canceled. Forms SCS-PDM-002, SCS-PDM-003, and SCS-PDM-004 are canceled. Please notify field offices to discard existing stock.

J. C. HYTRY

Associate Deputy Chief for Programs

Enclosures

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NATIONAL INSTRUCTION 390-308

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380.01(d)

§308.00 Introduction.

This instruction provides worksheets and directions for gathering and transmitting data to the RC&D measure data base. Data collected on the worksheets will be used for the RC&D program evaluation and to provide information for overall RC&D program and budget management. Much of the data called for on the RC&D measure worksheets will be deleted after the program evaluation is complete. The data base will be modified in 1987 to request only that information necessary for program and budget management.

§308.01 RC&D Measure Worksheets - RC&D Measure Data Base.

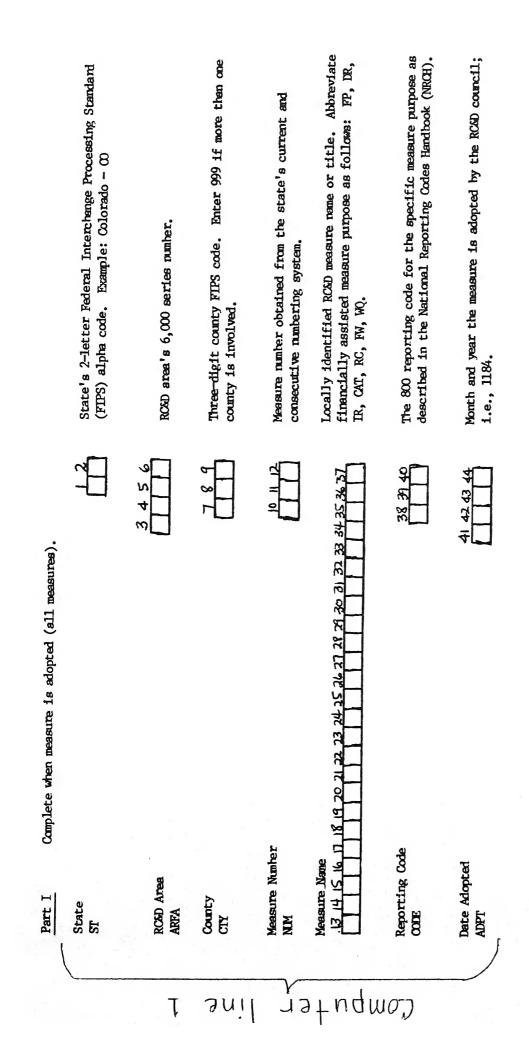
RC&D measure worksheets are divided into four parts. Each part has a specific purpose and time frame for completion. Complete the four parts as follows:

- (a) Part I must be completed when a measure is adopted. It gives the basic description of the measure. Complete this part for all measures.
- (b) Part II is to be completed when a financially assisted measure is signed. This begins the actual budget planning process for the measure. This part is not used for associated measures.
- (c) After the measure is signed, Part III must be completed by May 1 and November 1 until the measure is accomplished. This part provides budget data for both state and National Office use.

 Complete Part III for RC&D financially assisted measures only.
- (d) Part IV is the measure completion or cancellation report. It is designed to capture some of the more tangible inputs and outputs of the program. Complete Part IV for all measures.

§308.02 Responsibilities.

In the past, RC&D coordinators have been assigned most of the responsibility for reporting measure progress. Additional information required for the evaluation and budget management will make it necessary for other staff persons to assist the coordinator. States are to develop their own procedures to secure the necessary data. Hard copies shall be completed and retained until the information can be entered into the RC&D measure data base via the Harris or another compatible system. A software package is being developed by an outside contractor and is scheduled for operation in the spring of 1985. The period selected for evaluation includes fiscal years 1984, 1985, and 1986. Therefore, complete the worksheets for all measures adopted, canceled, ongoing, and completed in these years. Complete worksheets even if measures adopted, cancelled, completed, and ongoing have already been reported for fiscal years 1984 and 1985.



State Area County Number S T A R E A C T Y N U M	signed (financially assisted measures, only).	The 800 reporting code for the specific measure purpose as described in the National Reporting Codes Handbook (NRCH).	Month and year the measure plan is signed by the state conservationist; i.e., 1184.	RCAD program financial assistance estimate from the measure plan, in thousands of dollars.	RCMD program technical assistance estimated from measure plan, in thousands of dollars.
		38 39 40	45 46 47 48	44 50 51 52	53 54 55 56
RC&D MEASURE DATA BASE WORKSHEET	Part II Complete when measure plan is	Reporting Code	Date Planned (signed) SIGN	RC&D Financial Assistance FA PL	RC&D Technical Assistance TA FL
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RCAD program technical assistance planned, if changed from last entry, in thousands of dollars. Total RC&D program FA obligated to date on this measure in thousands of RCAD program financial assistance (FA) estimate, if changed from last Month and year project agreement is signed. NUM Number Complete by May 1 and November 1 following signing of financially assisted measure plan. entry, in thousands of dollars. County Area H 2 dollars. State 49505152 53545556 57 58 59 60 61 62,63 64 Date Project Agreement Signed SQN A RCAD Funds Obligated To Date OBLG RCED Financial Assistance FA PL RCED Technical Assistance TA PL Part III Computer line T

RC&D MEASURE DATA BASE WORKSHEET

Actual amount of RCAD program financial assistance (FA) used in completing Month and year the measure is cancelled by the ROKO council, i.e., 1184. The 800 reporting code for the specific measure purpose as described in Applicable to financially assisted and associated measures, in thousands Federal FA other than RCAD. The applicable 5-digit agency/program code Federal FA other than RC&D. The applicable 5-digit agency/program code Actual amount of federal program funds from sources other than RCAD. Estimated amount of RC&D program technical assistance (TA) used in from the Catalog of Federal Domestic Assistance. Applicable to from the Catalog of Federal Domestic Assistance, Applicable to Month and year the measure is completed; i.e., 1184. completing the measure, in thousands of dollars, the National Reporting Codes Handbook (NRCH). financially assisted and associated measures. financially assisted and associated measures. Number the measure, in thousands of dollars. County Measure completion report (all measures when completed or cancelled). Area of dollars, State 65 6667 68 21. 11.07.13 JZ 74: 157 08 PT 8777 13 14 IS 16 17 54 12 05 PI 81 73 74 25 24 52 RC&D MEASURE DATA BASE WORKSHEET Other Federal Program Funds (amount) Other Federal Program Funds (code) Other Federal Program Funds (code) Date Implementation Completed COMP RC&D Financial Assistance A FA RC&D Technical Assistance E TA Date Measure Cancelled CNCL Reporting Code CODE Part IV OFF A OFF C 308-6

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Applicable to firancially assisted and associated measures, in thousands of dollars.

Actual amount of federal program funds from sources other than RCAD,

Other Federal Program Funds (amount) OFF A

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state and local units of government, foundations, and local sponsors, in and installation provided by RC&D staff (coordinator and secretary) from Total estimated number of days of TA for all phases of measure planning Total estimated number of days of TA for all phases of measure planning Total estimated number of days of TA for all phases of measure planning Total estimated number of days of TA for all phases of measure planning and installation provided by SCS state offices from RCAD program funds. Total estimated number of days of TA for all phases of measure planning and installation provided by SCS field offices from RCAD program funds. Total estimated number of days of TA for all phases of measure planning and installation provided by SCS area offices from RCAD program funds. Amount of nonfederal financial assistance from all sources, including The applicable 5-digit agency/program code from the Catalog of Federal The applicable 5-digit agency/program code from the Catalog of Federal and installation provided by USDA agencies other than SCS from RC&D and installation provided by USDA agencies other than SCS from Domestic Assistance, providing for TA from RCGD program funds. Domestic Assistance, providing for TA from RC&D program funds. thousands of dollars. RCAD program funds. program funds. 33 39 40 41 4243 33 34 35 36 37 まえま 53 59 60 61 62 6th 8th Lth 59 12 69 5 ES 75 15 as 555651 Other SCS Area Office Technical Assistance Other USDA Technical Assistance (amount) DA TA Other USDA Technical Assistance (amount) DA TA Other USDA Technical Assistance (code) Other USDA Technical Assistance (code) DA TC SGS State Office Technical Assistance SO TA SCS Field Office Technical Assistance Nonfederal Financial Assistance NFFA RCAD Staff Technical Assistance STF TA AD TA FO TA DA TC

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program funds.

	Temporary-full time employment created (new jobs) by the measure, in number of jobs.	Temporary-part time employment created (new jobs) by the measure, in number of jobs.	Permanent-full time employment created (new jobs) by the measure, in number of johs.	Permanent-part time employment created (new jobs) by the measure, in number of jobs.	Permanent—full time employment retained by the measure, in number of jobs. "Old" jobs that would have been eliminated, but the measure implemented retained their full—time employment.	Expected life or replacement time of the measure in years. Applicable to all measures involving construction activities. Not applicable to service-oriented measures.	Average annual flood damages hefore the measure was installed, in dollars.	Average annual flood damages after the measure was installed, in dollars.	Average annual soil erosion before the measure was installed, in tons per year.	Average annual soil erosion after the measure was installed, in tons per year,
tfrued)	18 19 20 21	rest ed (TPT)	neated (PFT) 28 29	30 31 32 33	stained (PFI) 34.35,36.37	588E	13 14 15 16 17 (a/o)	19 19 20 21 22 [1]	13.24.25.26.27	28 26 30 32
Part IV (continued)	Employment Created (TFT) TFT	Employment Created (TPT)	Employment Created (PFT) PFT	Employment Created (PPT)	Employment Retained (PFT) PFTR	Measure Life LIFE	Flood Damages (w/o)	Flood Demages (w)	Emeton (w/o)	Eroston (v)

Part IV (continued)

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Average annual amount of erosion damage before the measure was installed, in dollars.

Average annual amount of erosion damage after the measure was installed, in dollars.

Erosdon Damages (w/o) ER WO

Erosion Damages (w) ER V Sedimentation (w/o) SD WOT

Sedimentation (w) SO WI Sediment Damages (w/ SD WO

Sediment Demages (w) SD W

Water Conservation H20 C

Average annual amount of sediment delivered before the measure was installed, in tons per year. おまおおた

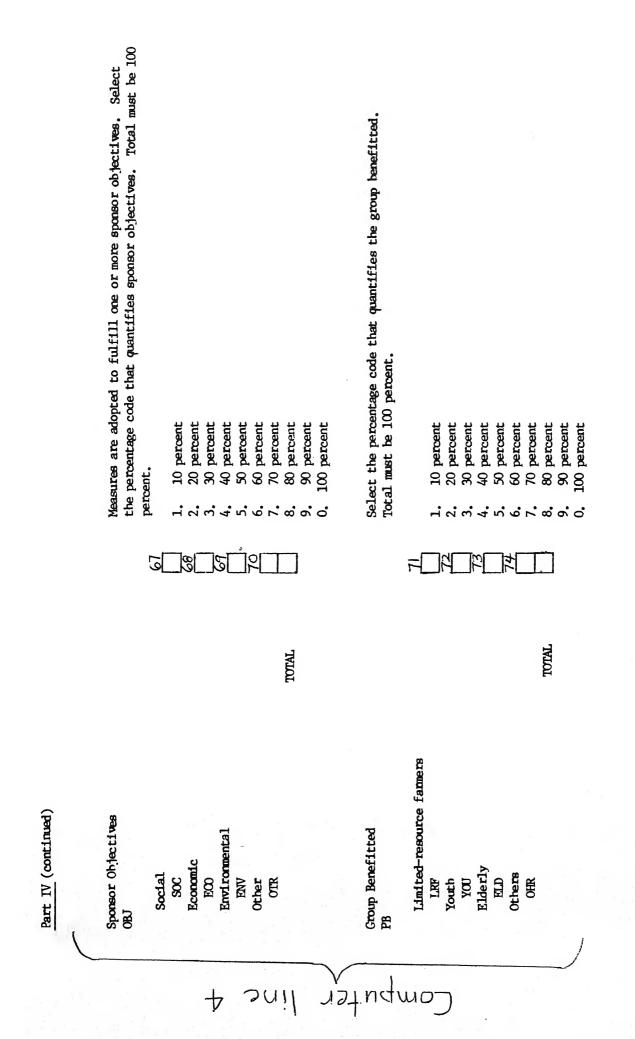
Average annual amount of sediment delivered after the measure was installed, in tons per year.

Average annual anount of sediment damage before the measure was installed, in dollars.

Average annual amount of sediment damage after the measure was installed,

in dollars.

Irrigated land benefiting from the measure, in acres.



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